



STATE OF WASHINGTON  
**HEALTH CARE AUTHORITY**

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October 10, 2013

TO: Health Care Partners

FROM: Manning Pellanda  
Division Director

SUBJECT: Adding Newborns to Washington Apple Health (Medicaid)

With the introduction of Washington Healthplanfinder on October 1, 2013, we all have experienced some challenges with learning the new system. There have also been unintended consequences, such as your inability to report the birth of a newborn to a mother active on Washington Apple Health (WAH – Medicaid). Since most mothers on WAH are not yet known in Washington Healthplanfinder, it has created a challenge in adding a newborn to his or her mother's case.

We have developed a solution to this temporary problem. To report the birth of a child:

1. Go to the [Ask MAGI!](https://fortress.wa.gov/hca/magicontactus/ContactUs.aspx) page at <https://fortress.wa.gov/hca/magicontactus/ContactUs.aspx>.
2. Fill in all fields, including your email address, name, and choose "I am a Provider".
3. Under "Topic", select "Add a Newborn" from the drop down list.
4. Under "Other Comments," provide the following information for each newborn:
  - a. Mother's name;
  - b. Mother's date of birth;
  - c. Mother's ACES client ID or ProviderOne ID number;
  - d. Newborn's name;
  - e. Newborn's gender; and
  - f. Newborn's date of birth.
5. Click "Submit."

Dedicated staff at the Health Care Authority (HCA) will add the newborn to the mother's WAH account within three business days. We anticipate this temporary process will be used through July 2014, since newly pregnant applicants now apply for coverage through Washington Healthplanfinder.

If a mother has an account in Washington Healthplanfinder, adding a newborn is a streamlined process. She can log in and report the birth by selecting the “Report a Change in Income or Household” link within her dashboard. With a few keystrokes, she will be able to obtain coverage for her newborn.

Thank you for your patience as we learn together and refine the system over time. Should you have any questions, please contact your HCA Area Representative.

Attachment: HCA Area Representative List

cc: MaryAnne Lindeblad, Medicaid Director, HCA  
Babs Roberts, Director, CSD, DSHS  
Mary Wood, Section Manager, EPSD, HCA  
Diane Getchman, Section Manager, EPSD, HCA  
Clyde Takeuchi, Section Manager, EPSD, HCA